

Lunenburg Council on Aging Meeting Minutes *Minutes Approved at the 8/10/10 COA Meeting* **June 8, 2010**

Welcome: Pete Lincoln, Chairperson, called the meeting to order at 9:34 a.m. Pete gave kudos to the COA board and thanked the Director, staff and the Friends of the Eagle House Inc. for an excellent year. He also gave a special thanks to COA board member Emily Foster who will be leaving the board due to term limits. Pete commented in saying that he believed that the Town of Lunenburg along with the Town Manager and Board of Selectmen have come to appreciate the Lunenburg senior population and have been very supportive of senior issues.

Present: Pete Lincoln (Chairperson), Mary Lynn Conrad (Vice Chairperson), Doreen Noble (Director), Jane Doyle, Bonnie Edes, Sandra Flannagan, Emily Foster, Jim Hays, Joyce Wass, Sis Montuori, Barbara Brown, Fred Crellin, and Sue Doherty (Administrative Assistant)

Guests: Lloyd Carlson, President Friends of the Eagle House Inc. & Barbara Raboin

Minutes: A motion was made and seconded to accept the May 11, 2010 COA meeting minutes as amended. All approved, motion carried.

Director's Report:

Finance/Informational Report: Doreen Noble gave a verbal year end report. She began by saying that it has been an honor and a privilege to serve as Director to the Council on Aging Board. She gave credit to the COA board saying that she appreciates the fact that they do not "micro manage" her or how she operates the Eagle House Senior Center.

Credit was given to Jane Doyle for her donations to the center this past year which were a new microwave oven and pancake breakfast tickets from the Lunenburg/Townsend Rotary Club. She also thanked Pete and Deb Lincoln for purchasing a new television set for the center.

Doreen mentioned that she was quite pleased with the programming at the Eagle House in FY10, especially the Grey Belt Self Defense Class. She gave thanks to Officer Mike Luth who volunteered his time to teach the class and to Chief Dan Bourgeois for his support of the program.

Other agencies which she thanked were Manor on the Hill and Nashoba Home Care who donated free services to the center in FY10. Doreen also commented on the intern program from Fitchburg State College which was very successful for the senior center and that she would like to become involved again in FY11 with perhaps a student from Mount Wachusett Community College.

The only negatives were the staffing issues. The custodian, George Pugsley has been laid off beginning July 1, 2010 and it will be very difficult for the staff at the Eagle House Senior Center. Not only was George at the Eagle House every day for general custodial duties but he was primarily responsible for the set up and break down of heavy tables and chairs for different functions at the center. Doreen feels that we are already under-staffed and she ***stressed*** the fact that safety is a number one priority with her.

A motion was made and seconded to request to be on the agenda at the next selectmen's meeting to discuss custodial issues at the Eagle House. All approved motion carried.

Old Business:

Parking Lot: Doreen reported that on June 1, 2010 there were eight representatives from various engineering firms along with Shelly Hatch from MRPC at the Eagle House to walk the grounds and they were all given RFQ's to complete and return back to the Director by June 11, 2010.

A parking lot committee has been formed and the members are Pete Lincoln, Doreen Noble, Marion Benson, Shelly Hatch, Laura Williams and Jim McCarthy.

Softball Fundraiser: The softball fundraiser with the Eagle House Grannies vs. the Lunenburg Police/Fire will be held at Lunenburg High School on Thursday June 17th at 6PM. All funds raised will be given to the Friends of the Eagle House Inc. The Lunenburg Turkey Hill Family Lion's Club will be volunteering to run a concession stand at the game.

COA BBQ/Volunteer Recognition Ceremony: The date which had been set at the May meeting will need to be changed due to Eagle House staff vacations. The date will be determined later.

COA Board Members Term Renewal: The Board of Selectmen's office asked to be informed of all COA board members who will be returning for FY11. At this time Bonnie Edes announced that she would not be returning to the board because she will be moving out of town. She said that it has been a pleasure to serve on such an outstanding board and that Doreen does an excellent job as Director. She apologized that she couldn't have been here longer. All other board members with the exception of Emily Foster will be coming back for FY11.

Furloughs: A discussion about furloughs within the town to help balance the budget was held. It was mentioned that if this should happen again in FY11 that the Eagle House should be closed for the length of the furlough time.

Eagle Heights: No report

New Business:

New Board Member: A motion was made and seconded to recommend to the Lunenburg Board of Selectmen that Deborah Seeley be appointed as a Selectmen Appointee to the Lunenburg Council on Aging. All approved, motion carried.

This request will be sent to the Selectmen for their consideration.

Election Officers – Chairperson & Vice Chairperson 2011: A motion was made and seconded to elect Pete Lincoln as Council on Aging Chairperson for a one year term and Mary Lynn Conrad as Council on Aging Vice-Chairperson for a one year term. All approved, motion carried.

COA Reappointments – Treasurer & Clerk FY11: A motion was made and seconded to elect Doreen C Noble as Council on Aging Treasurer and Sue Doherty as Council on Aging Clerk for a one year term. Sue Doherty will also be allowed to continue to sign the employee payroll and sign the bill vouchers for the Council on Aging. All approved motion carried.

Ideas for FY11: A discussion about the amount of COA meetings which are held each year was discussed. This will be revisited again sometime this Fall.

Committee Reports:

End of Year Reports: All COA sub-committees which included, Board Development, Advocacy, Bylaw, and Finance committees presented their year end reports to the board. The Director's Evaluation report was given verbally last Fall. A motion was made and seconded to accept all COA sub-committee reports as presented. All approved, motion carried.

Correspondence: There was no correspondence read at this meeting.

General Discussion: COA board member Joyce Wass commented on the Senior Citizen Prom which was held in May at the Eagle House. She was disappointed that only two COA board members attended. She also commented that her husband had been reluctant about attending but the end result was that he had a wonderful time and looks forward to the next one.

Emily Foster was presented with a certificate of appreciation and gift certificate.

Adjournment: A motion was made and seconded to adjourn the meeting. All approved, and the motion was carried. The meeting ended at 11:10 a.m.

Respectfully submitted,
Susan Doherty, Administrative Assistant